

## MANSFIELD TOWNSHIP COMMITTEE MEETING

July 27, 2016

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star-Gazette and the Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Misertino, Mr. Watters, Mayor Kocher

Absent: Mr. Clancy, Mrs. Korczukowski

Salute to the flag was done by all.

### PRESENTATION OF THE 2015 ANNUAL AUDIT

Mr. Ferry went through the 2015 Audit and the Comments and recommendations with the Township Committee.

Mr. Ferry stated that the recommendations are really only house cleaning problems.

Mr. Daniel asked if there were any questions about the Corrective Action plan.

Mr. Daniel and Mr. Ferry stated that a number of issues should be taken care of when we switch to the Edmunds program.

Mr. Daniel stated that November 1 is the target to move over the Current Fund and the capital and trust funds will be completed by the end of the year.

Mr. Watters made a motion to approve the 2015 Audit and Corrective Action plan, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mayor Kocher

Nays: None

Absent: Mr. Clancy, Mrs. Korczukowski

Abstain: None

### PRESENTATION: Robert Griffith, Emergency Management, GXP System

Mr. Griffith spoke to the Township Committee in regards to the County request for all the municipalities to join in the GXP software. Mr. Griffith explained that this is a really great pre planning tool for any emergency incident. Mr. Griffith stated that the software is a \$50,000 to \$55,000 dollar cost and the cloud software is an annual \$15,000 fee which the schools will be covering and the county is looking for the Municipalities to pay a minimal fee of \$1200 to \$1500 and if a building wanted to be part of this they will be paying \$800 per floor to be included.

Chief Reilly explained that the prosecutor's office will be here at the next meeting to explain the system.

Mr. Griffith stated that he believes that this will be a huge asset to the emergency services.

### APPROVAL OF THE MINUTES:

July 13, 2016

Executive Session: July 13, 2016

Mayor Kocher stated that the approval of the minutes will be tabled until the next meeting.

### BILL LIST:

Mr. Watters made a motion to approve the bill list and the addendum, which was seconded by Mayor Kocher.

Ayes: Mr. Misertino, Mr. Watters, Mayor Kocher

Nays: None

Absent: Mr. Clancy, Mrs. Korczukowski

Abstain: None

### CLERKS REPORT:

Ms. Hrebenak stated that Chief Reilly and Detective Mathews spoke to the agency that was requesting the Pawn Shop ordinance and the fees are Township fees and they can be lowered if that is the Committees decision.

The Township Committee agreed that the fees should be cut in half and that the present dealer that is in the township should not have to pay the fees.

Ms. Hrebenak stated that there was only one RFP received for the Electrical Supplier Service and it was from the same company that we have been working with and the amount in this RFP is 0865.

Mr. Misertino made a motion to approve the RFP for the Electrical Supplier Service for a two year agreement at a cost of .0865 per unit, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mayor Kocher

Nays: None

Absent: Mr. Clancy, Mrs. Korczukowski

Abstain: None

### FINANCE REPORT:

Mr. Daniel explained that he received requests to get the debt to be incurred for the following items.

Street sweeper \$275,000

Ambulance \$238,732

Fire Truck Repair \$77,134

Mr. Daniel stated that the \$612,714 with a 15% contingency with a legal expense of \$5000 and if we made a down payment of \$70,000 outstanding debt would be \$639,621 and the interest rate that was used was 1.5%. Mr. Daniel stated that with all said and done a BAN which would need to be paid off in ten years. We would be paying back 693 potential tax increase of \$60.58.

#### EMPLOYEES REPORTS:

Betsy Griggs, Chairman for the Economic Development Council spoke to the Township Committee in reference to what they have done thus far and what they plan to do.

Ms. Griggs presented the Township Committee with the Economic Development quarterly report.

Ms. Hrebenak stated that it would be difficult for Finance to pay a month to month billing and that it would be better to do an annual expenditure for the requirements that the Township needs to conform to.

Mayor Kocher stated that she liked the survey monkey idea.

Mr. Misertino stated that he would like to see survey monkey used and would like to see the Township go with the Gold option with the money coming from Economic and the rest coming from the Township Committee budget.

Ms. Griggs asked how Mr. Watters felt about this.

Mr. Misertino spoke to Ms. Griggs about having paperwork to promote Mansfield Township.

Ms. Griggs and Mayor Kocher spoke to Mr. Misertino about why it is that the County has not promoted Mansfield.

#### ENGINEERS REPORT:

Mr. Finelli stated that the Duarte drainage issue is being worked on and the plan went out to Mr. Lavery for the Duarte's review and approval with the landscaping that the Township Committee approved.

Mr. Finelli stated that Constellation Solar is still not online and the Construction office has not given a CO as of yet. Mr. Finelli stated that the noise levels were taken today and there is still an issue of the decommissioning.

Mr. Finelli stated that the Transportation Trust Fund is shut down and we are waiting to put it out to bid until there is a determination of the Transportation Trust Fund.

Mr. Misertino asked how the trust fund is funded.

Mr. Finelli stated that it is annually funded.

Mr. Finelli stated that Airport Road Estates received final approval from the Land Use Board a couple of months ago. Mr. Finelli stated that he worked with the Contractor to get the road paved over the course of four days and initially the contractor put a temporary road closure which was converted to a more permanent baracade to close of the road.

Mr. Misertino asked Mr. Finelli if the road would be opened up.

Mr. Finelli stated that this would be turned over to the Township and this process could be quick or it could take time prior to the conversion.

Mr. Finelli stated that the Contractor for the Salt Shed did a lot of regrading and reseeding. Mr. Finelli stated that the Township received final approval from Soil Conservation for the grading.

Mr. Finelli spoke about his proposal for the salt shed repairs.

RESOLUTION:

Resolution # 2016-69

WHEREAS the Township of Mansfield, New Jersey, has experienced natural hazards that result in public safety hazards and damage to private and public property;

WHEREAS the hazard mitigation planning process set forth by the State of New Jersey and the Federal Emergency Management Agency offers the opportunity to consider natural hazards and risks, and to identify mitigation actions to reduce future risk;

WHEREAS the New Jersey Office of Emergency Management is providing federal mitigation funds to support development of the mitigation plan;

WHEREAS a *Hazard Mitigation Plan* (HMP) has been developed by the Mitigation Steering and Planning Committees;

WHEREAS the *Hazard Mitigation Plan* includes a prioritized list of mitigation actions including activities that, over time, will help minimize and reduce safety threats and damage to private and public property, and

WHEREAS the draft plan was provided to each participating jurisdiction and was posted on the Warren County website so as to introduce the planning concept and to solicit questions and comments; and to present the HMP and request comments, as required by law, and

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Mansfield:

1. The *Warren County Multi-Jurisdictional Hazard Mitigation Plan, as submitted to the New Jersey Office of Emergency Management and the Federal Emergency Management Agency on **April 29, 2016*** by the Warren County Department of Public Safety/Office of Emergency Management is hereby adopted as an official plan of the Township of Mansfield; minor revisions recommended by the Federal Emergency Management Agency and/or the New Jersey Office of Emergency Management may be incorporated without further action.
2. The Township of Mansfield departments identified in the HMP are hereby directed to pursue implementation of the recommended high priority activities that are assigned to their departments.
3. Any action proposed by the HMP shall be subject to and contingent upon budget approval, if required, which shall be at the discretion of the Township Committee, and this resolution shall not be interpreted so as to mandate any such appropriations.

4. The Warren County Deputy Public Safety Director and Deputy Office of Emergency Management Coordinator is designated to coordinate with other offices and shall periodically report on the activities, accomplishments, and progress, and shall prepare an annual progress report to be submitted to the Warren County Department of Public Safety/Office of Emergency Management. The status reports shall be submitted on a yearly basis by a predetermined date as agreed upon by all stakeholders.

Mr. Misertino made a motion to approve the passage of Resolution 2016-69, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mayor Kocher

Nays: None

Absent: Mr. Clancy, Mrs. Korczukowski

Abstain: None

#### PUBLIC PORTION:

Desiree Mora Dillon, 20 Mitchell Road, asked what the Township Committee intends to do about the Committee women that was accused.

Ms. Campbell explained that the Township Committee was advised to not comment on this topic.

Discussions were held in regards to this issue.

Ms. Campbell stated that the Township Committee has no authority with this situation and that the Prosecutor's Office is the authority handling this case.

Lynn Gareski, 1 Harmony Lane, spoke to the Township Committee in regards to social media and asked that the Township Committee consider the community members concerns and treat them respectfully.

Betsy Griggs, Mt Bethel Road, stated to spoke in reference to the Salt shed and asked what the amount is that has been expended thus far and if the building ready to use.

Mayor Kocher stated that the numbers that were given to Ms. Griggs previously should be about the same because no other moneys have been expended for the salt shed.

Mrs. Griggs asked who it is that are volunteering on site at the church and if they have had a background check.

Mr. Watters stated that he believed the only people volunteering on site were the people mowing the lawn and maintaining the property.

Mrs. Griggs spoke in reference to a previous volunteer and an issue with a court case.

Jennifer Coombs, Ryan Way, asked why Mayor Kocher reported a post of hers.

Mayor Kocher stated that she did not report her post it was a portion of the thread within her post.

Mrs. Coombs asked at what point the Township Committee will be able to comment on the topic of the Committee member that was being charged.

Scott Minter, stated that the Township Committee needs to make a decision in reference to the ambulance that is at Bills Service Center.

Mr. Minter asked why is this task on the Rescue Squad and not on the Township Committee that purchases the squads.

Mr. Watters stated that this is left up to the Rescue Squad.

Mr. Minter asked about the motion that was put forth in reference to Open Space question that was put up the last meeting to delineate the 1 cent increase to the build out of the Cafferata park and Mr. Watters and Mr. Misertino both voted no. Mr. Minter inquired about Mr. Watter's statement saying that the money in Open Space is to preserve Farmland acquisition only.

Mr. Watters stated that originally that money was for Farmland acquisition only.

Mr. Minter asked if Open Space money is being used for the park why can't it be used for the park.

Mr. Watters stated that in the grant application for the church states that we are redoing the church to be used as a Senior Center.

Mr. Minter asked about the money that is collected through the farming of the Recreation park and if this money should be going into the Open Space fund to be dedicated toward the park.

Mayor Kocher stated that she agreed that the money for the lease of the park farmland should be going into a special fund for the park or open space.

Mr. Minter asked about how the topic of background checks for Recreation could be included in Executive Session.

Ms. Campbell, Esq. stated that this would be covered under Attorney Client privilege matters.

Mr. Minter requested again that the Executive Session minutes be kept in better detail.

Mary Beth Mancuso, Brantwood Terrace, asked if she could get a copy of the circulation plan from the Master plan that was referred to.

Ms. Hrebenak stated that it is available.

Mrs. Mancuso asked Mr. Finelli about if this development is being sold.

Mr. Finelli stated that it is a possibility that the development would be being sold.

Mrs. Mancuso asked about truck traffic going through the road now that the cul de sac is no longer there.

Mrs. Mancuso asked if there was any way that the residence could be kept apprised of the development sale.

Ms. Hrebenak stated that it is possible that the Township would not know until after the transfer.

Ms. Campbell, Esq. stated that the Committee will be entering into Executive Session to discuss a Personnel issue and a Contractual matter.

Mr. Watters made a motion to enter into Executive Session at 9:35, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mayor Kocher

Nays: None

Absent: Mr. Clancy, Mrs. Korczukowski

Abstain: None

Ms. Campbell, Esq. stated that during Executive Session the Committee discussed a Personnel Matter and a possible contract matter dealing with the Salt shed, copies of these minutes will be available as soon as the Committee feels they are no longer a harm to the public interest.

Mr. Misertino made a motion for legal to proceed with matter discussed in Executive Session and also to have the Chief proceed with advertising for hiring a police officer, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mayor Kocher

Nays: None

Absent: Mr. Clancy, Mrs. Korczukowski

Abstain: None

#### COMMITTEE PERSON COMMENTS:

Mr. Misertino asked about pre purchasing salt for the winter, but not take delivery until it is needed.

Ms. Hrebenak stated that she was unsure if this was possible but she would check.

Mr. Watters asked where the money would come from for the Salt shed to be filled.

Mr. Misertino stated that he calculated today and he thinks we would be able to get to about 1200 tons.

Mr. Watters asked if anything has been done with the roof for the Municipal Building.

Ms. Hrebenak stated that she has not been able to get a contractor here yet.

Mayor Kocher stated that she had done a quick overview of how things were left with DPW and spent the day with Mr. Sliker on Tuesday to go over what needs to be done for the roads. Mayor Kocher stated that at this point all things go through Dena and then she contacts me.

Mr. Misertino made a motion to adjourn at 10:00, which was carried by all.